Intragovernmental Transactions
Working Group (ITWG)

Dec 10, 2019
Today’s Agenda

• Tentative ITWG Schedule
• Nov. ITWG Survey Results
• Program Update
• New Organizational Model
Tentative ITWG Schedule

✓ Sept 10 – Accruals, Remittance Extract
✓ Nov 12 – More on Accruals
<Customer Name> Dec 10 – Targeted Agency Survey, New Organizational Model

Planned Dates: Jan 14, Feb 11, Mar 10
Future Topics:
• Loading Active Documents
• Authoritative Source
• Seller Initiated Orders
• Micro-Purchases

2-3:30 pm ET
Nov. ITWG Survey Results

- Should G-Invoicing prevent closing of Order with unspent funds?
  - Majority voted that G-Invoicing should not close an Order with unspent funds
    - There were a few agencies who stated they did not want G-Invoicing to auto-close Orders
      - G-Invoicing will not automatically close Orders

- Should G-Invoicing allow Performance transactions to be reported after PoP has concluded?
  - Vast majority voted yes as long as the Performance dates fall within the Order PoP

- How do agencies handle WIP accruals at month-end?
  - Mixed bag of responses

- Should UEI be excluded from G-Invoicing?
  - Results split evenly with half the responses wanting to include and half wanting to exclude UEI
G-Invoicing Program Update

• Release 3.1 targeted for FY Q2-2020
  – Add flexibility in controlling GT&C access
  – Display circumstance(s) preventing Order closure
  – Other GT&C and Order enhancements

• FIDS Updates
  – UEI and BPN discussions are on-going

• UOM
  – New spreadsheet of UOM has been posted to the G-Invoicing website

• Agency Implementation Plan Quarterly Update
  – Due December 31, 2019
  – Required via TFM Bulletin 2020-07

• OMB Max - [https://portal.max.gov/portal/home](https://portal.max.gov/portal/home)
  – G-Invoicing Agency Implementation Plans and Dashboard Tool
  – Trading Partner Directory
Agency Implementation Plans

- Plans were due June 28, 2019 and a majority agencies have provided those.

- Agencies identified some key concerns:
  1. Recommended Treasury revise the implementation due date, because of fiscal year-end timing and agency and vendor readiness
  2. Identified challenges and requested assistance with converting in-flight agreements and orders
  3. Requested system enhancements including improved workflows and seller initiated orders
  4. Requested policy assistance with micro-purchases, OMB procurement alignment, accruals, and authoritative source
  5. Help with trading partner alignment

- Sent a survey out to targeted agencies on October 15th to gather more data to shape possible solutions to agencies concerns
### Target Survey Agencies

**Participants Included in the Survey:**

- Department of Justice
- Department of Transportation
- General Services Administration
- Department of Treasury
- Department of State
- Department of Homeland Security
- Department of Agriculture
- Department Health & Human Services
- Department of Interior
- U.S. Agency for International Development
- Department of Defense
- Department of Commerce
- Department of Energy
- Department of Veterans’ Affairs

- Treasury analyzed GTAS & IPAC to and identified these agencies as making up over 90% of intragovernmental buy/sell amounts and volume
Survey Results & Next Steps

Implementation Due Date & “In-Flight” Orders:

• A majority of survey respondents noted an inability to comply with the current implementation date for both “new” and “in flight” orders and mentioned system requirement challenges
  – Treasury will re-evaluate the current implementation deadline based on agency responses and other governmentwide implementation efforts (e.g. QSMO Marketplace, UEI requirements, etc.)
  – Treasury will work with agencies to evaluate how best to ease burden with implementing “in flight” orders

System Enhancements (Workflow & Seller Initiated Orders):

• A majority of survey respondents indicated additional workflows should not be required (two are currently required), but were supportive of additional optional workflows
  – Treasury will pursue establishing enhanced workflow functionality and optional approvals before the mandate deadline
• Survey respondents overwhelmingly supported seller initiated Orders
  – Treasury will pursue adding functionality to support seller initiated Orders and will continue to analyze the appropriate level of approval needed for these Orders
Survey Results & Next Steps

Micro-Purchase:
• Most survey respondents indicated that Micro-Purchases should be included in G-Invoicing.
• Some expressed interest to join a working group to analyze and develop potential future enhancements to streamline the process.

OMB FAR Alignment:
• Treasury participated in an OMB Working Group designed to ensure Treasury & OMB policy alignment.
• Treasury will be making minor modifications to the Federal Intragovernmental Data Standards (FIDS):
  – Target agencies were also surveyed about the addition of a new element “Funding Agency Code” and overwhelmingly voted to support it.
  – Appropriate updates will be made to G-invoicing to support the modifications to the FIDS.
  – Currently targeting updates to G-invoicing by June of 2020.
Policy & Trading Partner Alignment Next Steps

Accruals:

• Proposed new policy on what would trigger an accrual entry and the timing of the accrual entry have been presented at Intragovernmental Transaction Working Group (ITWG) meetings

• A majority of agencies indicated they book accruals on a monthly/quarterly basis and these accruals are subsequently reversed

• The team will pursue an option within G-Invoicing to “auto-reverse” accrual transactions monthly and work with ERP vendors and the ITWG to ensure alignment on approach to accruals

Authoritative Source:

• G-Invoicing will undergo a SSAE 18 Audit and pursue being the authoritative source for intragovernmental agreements as of the implementation date

Trading Partner Alignment:

• Treasury has developed an OMB MAX page that contains the G-Invoicing Implementation Plan for every significant entity, an interactive trading partner dashboard, and a trading partner directory

• Treasury will be developing a “Rules of Engagement” document in the future to provide additional guidance on Trading Partner communication and alignment
New Organizational Model

Current Organizational Model

HQ → Bureaus → Regional Offices → Local Offices

New Organizational Model

HQ → Bureau → Regional Office → Local Office
→ Bureau → Regional Office → Local Office
→ Bureau → Regional Office → Local Office
Benefits of New Organizational Model

• Facilitate easing of Agency on-boarding
• Address concerns noted by current Agency Administrators
• Hierarchical structure better represents agency organizations
• GT&Cs can be assigned at the appropriate level in the organization, providing broad or narrow scope
• More efficient way to manage large agencies with hundreds of groups
• New model will support multiple ALCs on a single GT&C
  – Note: ALCs must reside in a single agency (aka, disburser account)
• Organizational structure lends itself to future enhancements
  – Workflow allowing configurable approval gates
  – Bulk assignments of Users to Groups
  – Reorganizations
DHA is in the Army disburser account because they use an Army system (GFEBS). Given DoD’s adoption of G-Invoicing, DHA is assigned the same ALC as the part of Army that uses GFEBS.

Army Organization
with focus on MedCom
MedCom Org Chart

MedCom W91M78

- Central W90R72
  - Carson W51HQT
  - Carson W51SMF
- Atlantic W56FLD
- 22 others

- Carson W51HVA
- Carson W51XTP
- 43 others

MedCom SDAGs – Current Access Model

GT&C
ALC: 21004332
CC: W90R72, W51HQT, W51SMF, W51HVA + hundreds

MedCom W91M78 plus...
- W90R72
- W51HQT
- W51SMF
- W51HVA
- W51XTP + hundreds

Central W90R72 plus...
- W51HQT
- W51SMF
- W51HVA
- W51XTP + 43 others

Carson W51HQT
- Carson W51SMF
- Carson W51HVA
- Carson W51XTP
- 43 others
# Glossary

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>Administration Module</td>
<td>Formerly the CSR and Disburser Administration modules, the Administration module is a set of G-Invoicing features available to privileged users for managing users, roles and data access.</td>
</tr>
<tr>
<td>Central Administrator</td>
<td>Formerly a 'CSR' user, the holder of this role manages Disburser Accounts and assign Disburser Administrators to those disburser accounts.</td>
</tr>
<tr>
<td>Disburser Account</td>
<td>A data partition, created and managed centrally, to which agency administrative users are assigned for the purpose of managing users and access to documents (de-centrally).</td>
</tr>
<tr>
<td>Disburser Administrator</td>
<td>A new role (more accurately a revived role), assigned by a Central Administrator, that manages all Organizations and Users in a Disburser Account.</td>
</tr>
<tr>
<td>Document</td>
<td>In this context, a GT&amp;C or Order, to which access is controlled by agency administrators. Note: Access to Performance is controlled through the Order.</td>
</tr>
<tr>
<td>Group</td>
<td>A node within an Organization to which users and documents may be assigned.</td>
</tr>
<tr>
<td>Organization</td>
<td>A hierarchical structure consisting of Groups, used to control access to Agency Location Codes (ALC), Treasury Account Symbols (TAS) and documents.</td>
</tr>
<tr>
<td>Organizational Administrator</td>
<td>Assigned by a Disburser Administrator and limited to one or more organizational Groups, the Org Admin manages the Organization downward from their assigned Group(s).</td>
</tr>
<tr>
<td>Role</td>
<td>A collection of feature permissions, assigned to a user, and sometimes paired with Groups to control data access.</td>
</tr>
<tr>
<td>User Administrator</td>
<td>Assigned by a Disburser Administrator and limited to one or more Groups, the User Admin manages user access for their assigned Group(s) and any Groups below that.</td>
</tr>
</tbody>
</table>
Rule 1: GT&Cs may be viewed by the group to which they are assigned, by any group above, and by any group below.

Rule 2: GT&Cs may only be created, modified and approved by the group to which they are assigned.

Rule 3: Orders referencing a GT&C may be created in the same group as the GT&C or by any group below.
Going Forward

• Vendors
  - Gather feedback from ERP Vendors and other software suppliers
  - Supply new/updated specifications for software suppliers using G-Invoicing APIs
    o Data element(s) representing Org Groups will be added, optional at first, but required in later release
    o Negotiate a new API to pull Org Groups and structure

• Agencies
  - Gather feedback from major stakeholders including the ITWG
  - Release 3.2 will allow Disburser Administrators to manage Organizations in the new Administration module of G-Invoicing
    o Utilize existing User Experience workgroup
  - Administrators will be given time and tools to point existing documents (e.g., GT&Cs) to the new org Groups
  - A later release will restrict access to documents by org Groups, not by SDAGs, and will convert Users to this new access model
  - Business Unit, Cost Center and Department ID will still be available for use, but will not be involved in controlling access
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